

THE COMMUNITY

San Bruno is “the Peninsula City with a Heart”. Located in San Mateo County, San Bruno is twelve miles south of San Francisco and adjacent to the San Francisco International Airport. An ethnically and culturally rich city, San Bruno has an established single-family residential population of 40,165 in a community that is characterized by a small-town atmosphere within a large metropolitan area.

Located along Highway 101 and Interstate 280, the City enjoys easy access to the vast cultural, educational and recreational opportunities of the San Francisco Bay Area. Cultural opportunities include numerous museums, galleries, theaters and the San Francisco symphony. For the sports enthusiast, the San Francisco Forty-Niners and Giants play nearby; the Golden Gate National Recreation Area is minutes away and access to the San Francisco Bay is just a short drive away. Educational opportunities include numerous community colleges, as well as Stanford University, University of San Francisco, UC San Francisco and San Francisco State University. Numerous regional shopping centers abound. The San Bruno BART and CalTrain stations make it easy to use public transportation to access the Peninsula, San Francisco and beyond.

San Bruno has a total on 6.4 miles of hilly terrain that varies in elevation from 12 feet to 875 feet. Mild winters and warm summers characterize San Bruno's excellent coastal weather making it possible to enjoy the natural beauty of the area on a year round basis.

THE COMMUNITY DEVELOPMENT DEPARTMENT

The Community Development Department is responsible for ensuring that new development and modification to existing development is in compliance with City and State laws and regulations. The department provides technical information to citizens, commissions and developers regarding codes, ordinances and other related issues. Services are provided through three divisions: Planning, Building/

Code Enforcement, and Redevelopment, which includes both administration and housing.

Planning activity is increasing and current projects include renovation of a regional shopping mall, construction of a 185 unit apartment complex and 220 unit affordable housing project, development of a 240 unit condominium project, development of a mixed use retail and residential project and redevelopment or renovation of several retail and residential projects. Additionally, San Bruno is embarking on development of a strategic vision/master plan for the downtown and a major transportation corridor.

THE POSITION

The Senior Building Inspector performs a variety of complex technical and professional inspection work in reviewing non-engineering plans and inspecting commercial, industrial and residential projects to insure that the California Building Codes and other related codes and standards are met.

DUTIES

- Performs a variety of complex technical and professional inspection work in reviewing non-engineering plans and inspecting commercial, industrial and residential projects to insure that the California Building Codes and other related codes and standards are met.
- Conducts field inspections of industrial, commercial and complex residential buildings during various phases of construction and remodeling to assure compliance with the above referenced codes and ordinances.
- Reviews non-engineering plans including tenant improvement, and remodels for conformance with codes and ordinances.
- Confers with architects, engineers, contractors, developers, and other interested parties; explains, interprets, and provides guidance regarding all

applicable codes within area of responsibility.

- Maintains records of building and inspection activities, and completes related reports. Issues certificates and permits as appropriate.
- Supervises Code Enforcement Officers; may supervise technical or clerical staff.
- Assists in researching problems and complaints regarding commercial and residential buildings, building construction and code compliance.
- Responds to complex and sensitive building issues.
- Assists in providing customer service at public counter, and assist the Building Official with Building & Safety Division related activities.
- Provides lead direction to Building Inspectors and contract employees in the Building & Safety Division.

QUALIFICATIONS

Education and Experience

- Graduation from an accredited high school or possession of GED equivalent. AA degree in Building Inspection, Construction Technology or related field is highly desirable and may substitute for one year of experience
- Four (4) years of progressively responsible experience as a Building Inspector with a municipality.
- One (1) year of supervisory experience or lead experience is desirable.

Knowledge Of

- Thorough knowledge of California Building and related construction codes, state amendments, construction techniques and skills in applying construction codes.

Ability to

- Work well with the public and with local contractors.
- Read and understand complicated plans and blueprints.
- Communicate effectively orally and in writing.

Special Requirements

- Ability to obtain and maintain a valid state drivers license.
- Possession of ICBO/ICC inspector certifications in Building, Electrical, Mechanical, and Plumbing for residential and commercial applications, or other recognized certifications.
- An ICC/ICBO Plan Checker certification is also desirable.

APPLICATION PROCESS

Apply on-line at <http://www.sanbruno.ca.gov> or request an application by contacting Human Resources at (650) 616-7055. **The deadline for a completed application is Friday, February 17, 2006 at 5:00 p.m. No faxes or postmarks will be accepted.**

SELECTION PROCESS

After an initial screening of applications, those applicants that meet the minimum qualifications and appear to best meet the Department's ideal candidate description will be invited to participate further in the process. Examinations for this position, which may include written exercises and/or interviews.

Retirement

The City and employee both contribute to the Public Employees' Retirement System (PERS) 2.7% at 55 plan. Employee pays PERS contribution of 8% and does not pay Social Security. Under the Social Security law, your Social Security benefit amount earned under previous employers may be affected by "Windfall

Elimination Provision" and Government Pension offset Provision.

For information, please visit www.socialsecurity.gov. You may also call 1-800-772-1213 the TTY number 1-800-325-0778, or you may contact your local Social Security Office.

Insurance

The City currently contributes \$825.00 per month towards the cost of Medical/Dental and Vision for employee and dependent coverage (including domestic partner). Employee cost of \$450.50 per month is paid on a tax deferred basis and is subject to adjustment by the plan provider annually.

Life insurance equal to one year's annual salary and Long Term Disability (LTD) coverage is provided at no cost to the employee.

Leave

Includes 10-23 days vacation per year depending on length of service, 12 days annual sick leave, and 14.5 paid holidays, and 60 hours of management leave per year.

OTHER BENEFITS

- Home Loan Assistance Program
- 2.5 % Bilingual Incentive
- Credit union membership
- Section 125 Flexible Benefit Plan
- Tuition reimbursement

EQUAL OPPORTUNITY STATEMENT

The City of San Bruno supports workforce diversity and is an Equal Opportunity Employer (EOE) and as such does not discriminate on the basis of age, race, color, sex, religion, ancestry, physical or mental disability, marital status, sexual orientation, or national origin, in its employment actions, decisions, policies and practices. The City of San Bruno complies with the employment provisions of the Americans with Disabilities Act (ADA). Contact us at (650) 616-7055 to discuss your needs.

The City of San Bruno



Invites Applications For **SENIOR BUILDING INSPECTOR**

\$6078 – \$7459 Monthly

Final Filing Date
Friday, February 17, 2006

The City of San Bruno's CORE Values

Integrity

*Protecting, guarding and shepherding public
resources and interests*

Teamwork

Exemplary service to the community

Competent, well-trained employees

Friendliness and commitment to the community

**JOIN THE CITY OF SAN BRUNO
THE PENINSULA CITY WITH A HEART**

City of San Bruno Human Resources
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San Bruno, CA 94066
(650) 616-7055
hr@sanbruno.ca.gov